

# Sag Harbor Village Board of Trustees

## Regular Meeting

### ~ Minutes ~

P.O. Box 660  
Sag Harbor, NY 11963  
[www.SagHarborNY.gov](http://www.SagHarborNY.gov)

Sandra L. Schroeder  
(631) 725-0222

Tuesday, May 11, 2010

6:00 PM

Municipal Building

## Flag Salute

6:00 PM Meeting called to order on May 11, 2010 at Municipal Building, 55 Main Street, Sag Harbor, NY.

Attendee Name	Title	Status	Arrived
Brian Gilbride	Mayor	Present	
Edward Gregory	Trustee	Absent	
Tiffany Scarlato	Trustee	Present	
Timothy Culver	Trustee	Present	
Robby Stein	Trustee	Present	

## Public Hearing

### Motion to Open Public Hearing

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Timothy Culver, Trustee  
**SECONDER:** Tiffany Scarlato, Trustee  
**AYES:** Brian Gilbride, Tiffany Scarlato, Timothy Culver, Robby Stein  
**ABSENT:** Edward Gregory

### 1. Local Law 2010-3 Public Notice Regarding Local Law Amendment of Chapter 43 (Sewers)

**RESULT:** TABLED [UNANIMOUS] **Next: 6/8/2010 6:00 PM**  
**MOVER:** Robby Stein, Trustee  
**SECONDER:** Tiffany Scarlato, Trustee  
**AYES:** Brian Gilbride, Tiffany Scarlato, Timothy Culver, Robby Stein  
**ABSENT:** Edward Gregory

### Motion to Close Public Hearing

The Public Hearing for a Local Law Amendment of Chapter 43 was adjourned to the June 8th regular meeting of the Board.



**RESULT:** ADOPTED [3 TO 1]  
**MOVER:** Robby Stein, Trustee  
**SECONDER:** Timothy Culver, Trustee  
**AYES:** Brian Gilbride, Timothy Culver, Robby Stein  
**NAYS:** Tiffany Scarlato  
**ABSENT:** Edward Gregory

Motion to Open Public Hearing

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Robby Stein, Trustee  
**SECONDER:** Tiffany Scarlato, Trustee  
**AYES:** Brian Gilbride, Tiffany Scarlato, Timothy Culver, Robby Stein  
**ABSENT:** Edward Gregory

2. Local Law 2010-4 A Local Law Amending Chapter 55 (Zoning) and Adding a New Chapter 56 (Music Permits)

**RESULT:** TABLED [UNANIMOUS] **Next: 6/8/2010 6:00 PM**  
**MOVER:** Timothy Culver, Trustee  
**SECONDER:** Tiffany Scarlato, Trustee  
**AYES:** Brian Gilbride, Tiffany Scarlato, Timothy Culver, Robby Stein  
**ABSENT:** Edward Gregory

Motion to Close Public Hearing

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Timothy Culver, Trustee  
**SECONDER:** Tiffany Scarlato, Trustee  
**AYES:** Brian Gilbride, Tiffany Scarlato, Timothy Culver, Robby Stein  
**ABSENT:** Edward Gregory

Motion to Open Public Hearing

Adjourned until June 8th meeting.

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Tiffany Scarlato, Trustee  
**SECONDER:** Robby Stein, Trustee  
**AYES:** Brian Gilbride, Tiffany Scarlato, Timothy Culver, Robby Stein  
**ABSENT:** Edward Gregory

3. Local Law 2010-5 LOCAL LAW Amending Chapter 55 (Zoning) in Relation to Apartments in Accessory Structures in the R-20 Zoning District Within the Village of Sag Harbor



<b>RESULT:</b>	<b>TABLED [UNANIMOUS]</b>	<b>Next: 6/8/2010 6:00 PM</b>
<b>MOVER:</b>	Tiffany Scarlato, Trustee	
<b>SECONDER:</b>	Robby Stein, Trustee	
<b>AYES:</b>	Brian Gilbride, Tiffany Scarlato, Timothy Culver, Robby Stein	
<b>ABSENT:</b>	Edward Gregory	

### Close Public Hearing

### Continued Public Hearing

4. Local Law 2010-6 Adding New Chapter 25 (Justice, Village)

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Timothy Culver, Trustee
<b>SECONDER:</b>	Tiffany Scarlato, Robby Stein
<b>AYES:</b>	Brian Gilbride, Tiffany Scarlato, Timothy Culver, Robby Stein
<b>ABSENT:</b>	Edward Gregory

5. Encumbrance Permit Mr. Georgio, 125 Main Street

Adjourned to June 8th meeting.

<b>RESULT:</b>	<b>TABLED [UNANIMOUS]</b>	<b>Next: 6/8/2010 6:00 PM</b>
<b>MOVER:</b>	Timothy Culver, Trustee	
<b>SECONDER:</b>	Robby Stein, Trustee	
<b>AYES:</b>	Brian Gilbride, Tiffany Scarlato, Timothy Culver, Robby Stein	
<b>ABSENT:</b>	Edward Gregory	

### Introduction

### Minutes Approval

The Regular meeting minutes from the April 13, 2010 meeting were approved with a motion made by Trustee Culver and seconded by Trustee Stein. All in favor motion so carried.

6. April 13, 2010 Regular Meeting Minutes

**Public Comments****Old Business****Correspondence Requiring Action**

7. Resolution 2010-7 To Establish Permit Fee for The Sag Harbor Farmer's Market use of Village Property

The Board of Trustees approved a resolution establishing a fee of \$100.00 for this event.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Timothy Culver, Trustee
<b>SECONDER:</b>	Robby Stein, Trustee
<b>AYES:</b>	Brian Gilbride, Tiffany Scarlato, Timothy Culver, Robby Stein
<b>ABSENT:</b>	Edward Gregory

8. Organizational Meeting

Our Organizational Meeting is scheduled for Monday, July 5th. Since it is a legal holiday we need to reschedule the meeting.

The Board scheduled the annual Organizational Meeting for Wednesday July 7th, 2010 at 9:00 A.M.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Timothy Culver, Trustee
<b>SECONDER:</b>	Tiffany Scarlato, Trustee
<b>AYES:</b>	Brian Gilbride, Tiffany Scarlato, Timothy Culver, Robby Stein
<b>ABSENT:</b>	Edward Gregory

9. Special Event Permit - PTA Fund Raiser

This request was submitted by Sag Harbor Elementary PTA to hold a fund raiser event on school property on May 29, 2010.

The Special Event Permit for the PTA fundraiser was approved. (for event on school property)

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Timothy Culver, Trustee
<b>SECONDER:</b>	Tiffany Scarlato, Trustee
<b>AYES:</b>	Brian Gilbride, Tiffany Scarlato, Timothy Culver, Robby Stein
<b>ABSENT:</b>	Edward Gregory

10. To Set Time and Date for Annual End of Fiscal Year Meeting.



The Board scheduled the End of Fiscal Year Meeting for May 24, 2010 at 9:00 AM.

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Timothy Culver, Trustee  
**SECONDER:** Tiffany Scarlato, Trustee  
**AYES:** Brian Gilbride, Tiffany Scarlato, Timothy Culver, Robby Stein  
**ABSENT:** Edward Gregory

**11. Wounded Warrior Project**

On July 24, 2010 from 6:00 a.m. to 12:30 p.m. the Wounded Warrior Project is requesting permission to use village streets/sidewalks for soldier bicycling/walking to benefit a non-profit organization.

The 'Wounded Warrior Project received permission for use of village streets & sidewalks for soldier bicycling & walking for a benefit to a non-profit organization.

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Timothy Culver, Trustee  
**SECONDER:** Tiffany Scarlato, Trustee  
**AYES:** Brian Gilbride, Tiffany Scarlato, Timothy Culver, Robby Stein  
**ABSENT:** Edward Gregory

**12. Wounded Warrior Project Pre-Registration**

The American Legion Ladies Auxiliary and Chelberg Battle Post are requesting permission to hold a pre-registration on Saturday July 17th and Sunday July 18, 2010 from 10:00 a.m. to 6:00 p.m. on the grass section in front of the windmill for the Wounded Warrior Ride/Walk which is being held on July 24, 2010.

American Legion Ladies Auxiliary were approved to hold a pre-registration July 17 & 18 from 10:00 a.m. to 6:00 p.m. at the windmill for the Wounded Warrior event (July 24, 2010).

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Timothy Culver, Trustee  
**SECONDER:** Robby Stein, Trustee  
**AYES:** Brian Gilbride, Tiffany Scarlato, Timothy Culver, Robby Stein  
**ABSENT:** Edward Gregory

**13. Annual Transfer of Sewer Rent, Water Use and Penalty Arrears to be Added to 2010/2011 Tax Bills.**

The Board of Trustees approved the annual transfer of sewer rent, water use and penalty arrears to be added to the 2010-2011 tax roll.



**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Robby Stein, Trustee  
**SECONDER:** Timothy Culver, Trustee  
**AYES:** Brian Gilbride, Tiffany Scarlato, Timothy Culver, Robby Stein  
**ABSENT:** Edward Gregory

**14. Ambulance New Members**

Add 2 new members to the Ambulance Squad and insurance rolls:

Richard A. Ryder  
Robert Coyle

Two new members were added to the Ambulance Corps and insurance rolls - Richard A. Ryder and Robert Coyle.

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Robby Stein, Trustee  
**SECONDER:** Timothy Culver, Trustee  
**AYES:** Brian Gilbride, Tiffany Scarlato, Timothy Culver, Robby Stein  
**ABSENT:** Edward Gregory

**15. Accept Resignation from Ambulance Squad**

Accept the resignation as a member in Good Standing of Mary Labrozzi

The Trustees accepted the resignation of Mary Labrozzi - a member in good standing, from the Ambulance Corps.

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Timothy Culver, Trustee  
**SECONDER:** Robby Stein, Trustee  
**AYES:** Brian Gilbride, Tiffany Scarlato, Timothy Culver, Robby Stein  
**ABSENT:** Edward Gregory

**16. Request Use of Fire Headquarters**

Annual request from SHFD Dive Team to hold their spaghetti Dinner at Fire Headquarters on Brickiln Road on May 22, 2010 from 4-8pm.

The Sag Harbor Fire Department dive team received permission to hold their annual spaghetti dinner at Fire Headquarters on May 22, 2010.



**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Timothy Culver, Trustee  
**SECONDER:** Robby Stein, Trustee  
**AYES:** Brian Gilbride, Tiffany Scarlato, Timothy Culver, Robby Stein  
**ABSENT:** Edward Gregory

**17. Sewer Treatment Plant Bid Request**

Authorization requested to advertise bid for floor repair at the Sewer Treatment Plant.

The authorization was given to advertise a bid for floor repair at the Sewer Treatment Plant.

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Timothy Culver, Trustee  
**SECONDER:** Robby Stein, Trustee  
**AYES:** Brian Gilbride, Tiffany Scarlato, Timothy Culver, Robby Stein  
**ABSENT:** Edward Gregory

**18. Sewer Treatment Plant Bid Request**

Authorization requested to advertise bid for replacement of ultraviolet light disinfection system at the Sag Harbor Sewerage Treatment Plant.

Authorization was given to advertise a bid for the replacement of the ultraviolet light disinfection system at the Sewer Treatment Plant.

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Timothy Culver, Trustee  
**SECONDER:** Robby Stein, Trustee  
**AYES:** Brian Gilbride, Tiffany Scarlato, Timothy Culver, Robby Stein  
**ABSENT:** Edward Gregory

**19. Add New Member to Sag Harbor Fire Department**

Request from Robert Bori, Department Secretary to accept Kevin P. O'Brien Jr. as an Active Probationary Member of the Murray Hill Hose Company #4.

Authorization was given to advertise a bid for replacement of the ultraviolet light disinfection system at the Sewage Treatment Plant.



**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Timothy Culver, Trustee  
**SECONDER:** Robby Stein, Trustee  
**AYES:** Brian Gilbride, Tiffany Scarlato, Timothy Culver, Robby Stein  
**ABSENT:** Edward Gregory

**20. Postage Meter Lease Agreement**

Authorization for Mayor Gilbride to sign new lease agreement for postage meter at \$181.00 per month which includes a maintenance contract.

Mayor Gilbride was authorized by the Board to sign a new lease agreement for a postage meter at a cost of \$181.00 per month. (includes maintenance contract)

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Robby Stein, Trustee  
**SECONDER:** Tiffany Scarlato, Trustee  
**AYES:** Brian Gilbride, Tiffany Scarlato, Timothy Culver, Robby Stein  
**ABSENT:** Edward Gregory

**21. Building Department Employee**

Authorization to hire full-time employee for the Building Department effective 5/28/10 at a starting salary of \$28,750.

Lisa Koehne was hired as Secretary to the Zoning Board - at a salary of \$28,750.00 To start work on May 28, 2010.

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Tiffany Scarlato, Trustee  
**SECONDER:** Robby Stein, Trustee  
**AYES:** Brian Gilbride, Tiffany Scarlato, Timothy Culver, Robby Stein  
**ABSENT:** Edward Gregory

**22. STOP-DWI Contract**

Authorization requested for Mayor to sign 2010 STOP-DWI Contract.

Mayor Gilbride was authorized to sign the 2010 STOP-DWI contract.





**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Robby Stein, Trustee  
**SECONDER:** Tiffany Scarlato, Trustee  
**AYES:** Brian Gilbride, Tiffany Scarlato, Timothy Culver, Robby Stein  
**ABSENT:** Edward Gregory

**23. Work Place Policy Statement**

Request board approval for the adoption of the Work Place Policy procedures and practices.

A Work Place Policy procedures and practices policy was adopted.

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Timothy Culver, Trustee  
**SECONDER:** Tiffany Scarlato, Trustee  
**AYES:** Brian Gilbride, Tiffany Scarlato, Timothy Culver, Robby Stein  
**ABSENT:** Edward Gregory

**24. Advertisement of Summer Help**

Authorization to advertise for Lifeguards and Beach Attendants for the 2010 summer season.

The Board authorized advertising for Lifeguards and Beach Attendants for the 2010 summer season.

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Timothy Culver, Trustee  
**SECONDER:** Tiffany Scarlato, Trustee  
**AYES:** Brian Gilbride, Tiffany Scarlato, Timothy Culver, Robby Stein  
**ABSENT:** Edward Gregory

**25. Approval for TCO Hiring**

Chief Fabiano requests approval to hire Veronica Tejedor as a Traffic Control Officer for the 2010-2011 season at the designated pay rate of \$14.50 and to remove Brandon Caputo as Traffic Control Officer.

Veronica Tejedor was hired as a Traffic Control Officer for the 2010-2011 season at a pay rate of \$14.50 per hour. Brandon Caputo was removed from the position of Traffic Control Officer.



**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Timothy Culver, Trustee  
**SECONDER:** Tiffany Scarlato, Trustee  
**AYES:** Brian Gilbride, Tiffany Scarlato, Timothy Culver, Robby Stein  
**ABSENT:** Edward Gregory

**26. Liquor License Renewal for JLX, LLC D/B/A JLX Bistro 16 Main Street**

<b>Department</b>	<b>Violations</b>
Building Department	N
If Yes, Describe -	
Date of Most Recent Sewer Utilization Certificate:	11/2003
Date of Most Recent Certificate of Occupancy:	2/7/2005
Code Enforcement	Y/N
If Yes, Describe -	
Police Department	Y/N
If Yes, Describe -	

The request for a Liquor License Renewal for JLX, LLC was again addressed. The Board advised the Clerk to send the same objections to the SLA as last month.

**RESULT:** DENIED [UNANIMOUS]  
**MOVER:** Tiffany Scarlato, Trustee  
**SECONDER:** Robby Stein, Trustee  
**AYES:** Brian Gilbride, Tiffany Scarlato, Timothy Culver, Robby Stein  
**ABSENT:** Edward Gregory

**27. Application for Outdoor Dining License Il Capuccino Ristorante, Inc. 30 Madison Street**  
 Application for outdoor dining license for the Il Capuccino Ristorante by Jack Tagliasacchi.

The application for an outdoor dining license for Il Capuccino Ristorante by Jack Tagliasacchi was approved.



**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Timothy Culver, Trustee  
**SECONDER:** Tiffany Scarlato, Trustee  
**AYES:** Brian Gilbride, Tiffany Scarlato, Timothy Culver, Robby Stein  
**ABSENT:** Edward Gregory

## Correspondence for Review

## Department/Committee Reports

*Tr. Stein - Sewer Treatment Plant/Park Board*

*Tr. Culver - Harbors & Docks*

*Tr. Gregory - Ambulance Corps./Fire Department*

*Tr. Scarlato - Building Dept./Code Enforcement*

*Mayor Gilbride - Police Dept./Public Works*

Motion to accept Department Reports

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Timothy Culver, Trustee  
**SECONDER:** Robby Stein, Trustee  
**AYES:** Brian Gilbride, Tiffany Scarlato, Timothy Culver, Robby Stein  
**ABSENT:** Edward Gregory

## Approve the Payment of Bills

Warrant #67 in the Amount of \$131,424.96 was approved for payment with a motion made by Trustee Culver and seconded by Trustee Scarlato. All in favor motion so carried.

31. Approve Payment of Bills for Warrant #67 in the Amount of 131,424.96.

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Timothy Culver, Trustee  
**SECONDER:** Tiffany Scarlato, Trustee  
**AYES:** Brian Gilbride, Tiffany Scarlato, Timothy Culver, Robby Stein  
**ABSENT:** Edward Gregory

## Public Comments

15 minute public session - input for comments and questions (limit two minutes per speaker)



## Executive Session

With a motion made by Trustee Culver and seconded by Trustee Scarlato the Board entered into executive session at 8:17 p.m. to discuss a personnel issue.

The Board determined that there would be no action taken at this time regarding a requested WC payment.

At 8:34 p.m. the Board re-entered into regular session with a motion to do so from Trustee Culver and seconded by Trustee Scarlato at which time the meeting thereby ended with a motion made by Trustee Scarlato and seconded by Trustee Culver.

Sandra L. Schroeder  
Clerk-Administrator

### 32. Personnel Matter

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Timothy Culver, Trustee
<b>SECONDER:</b>	Tiffany Scarlato, Trustee
<b>AYES:</b>	Brian Gilbride, Tiffany Scarlato, Timothy Culver, Robby Stein
<b>ABSENT:</b>	Edward Gregory

## I. Public Portion

There were no public comments at the end of the regular meeting.